

**NORTHFIELD TOWNSHIP AREA LIBRARY
REGULAR BOARD MEETING
MINUTES
Tuesday, June 16, 2015**

I. Call to Order and Roll Call: The meeting was called to order by Margaret Neblock at 7 p.m. in the Northfield Township Area Library.

Present: Margaret Neblock, Jack HInkley, , Meg Minnich, Judy Wafle, Zaley Nelson (ex officio).

Late: Karen Neigebauer arrived 8:05 P.M, Sandy Purrington arrived 7:05 P.M.

Absent: None

II. Additions to the Agenda: None

III. Correspondence: None

IV. Minutes: May 19, 2015

Motion to Approve May 19, 2015 Minutes as written by M. Minnich and Seconded by J. Wafle

V. Comments from the Public: None

VI. Library Director's Report was given orally. PNC Bank has given tentative approval for a Loan of \$600,000.00. John will be present at the Library Wednesday, June 24, 2015 at 9:30 to explain our financial position as to a possible loan to supplement our cash position for the construction of the proposed expansion.

Zaley stated the Summer Reading Club drew around 200 people. This is the best ever.

Zaley also noted that she has been made Co- President of the Kiwanis Club.

Zaley indicated that Marion Beard as been in the position of Assistant Director for some time even though this position does not exist at the present time. Zaley recommended that this position be created and that Marian Beard be promoted. There would however be no salary increase for this position.

VII. Financial Report: Motion to Approve Treasure's Report for and bill payment for May 2015 as presented by M. Minnich and Supported by S. Purrington. A vocal vote passed.

a. Treasurer's Report:

b. Approval of Bills:

VIII. Committee Reports

a. Building Project Committee: Zaley noted that we are just waiting for Boss Engineering to submit the necessary requirements to the Township Planning Department. We are still expecting to release bid packages sometime early July with expected opening of bids by end of July. We are still planning on the breaking ground ceremony by September, 2015.

IX. Unfinished Business:

- a. Zaley mentioned the future Administration Fee by the Northfield Township to be \$11,500.

X. New Business:

a. Budget Hearing:

- i. Motion to close Regular meeting made by M. Minnich and supported by S. Purrington . A Vocal vote passed.
- ii. A Motion to open Budge Hearing was made by M. Minnich and supported by S. Purrington. Vocal vote passed.
- iii. Call to the Public. None present
- iv. Budget Discussion: It is noted that there are now two budgets. One for the Library and one for the construction phase of the new addition. The Library Budgets were reviewed by the Board and accepted. A Motion to close the Budget Hearing was made by M. Minnich and Supported by J. Hinkley. A vocal vote passed
- v. A Motion to open Regular Meeting was made by J. Mnnich and supported by J. Hinkley. A vocal call passed Resolution to Approve the Proposed FY2015-2016 Millage Rates.
- vi. A Motion to accept Resolution 15-01, the proposed FY2015-16 millage rates, as presented was made by S. Purrington and supported by M. Minnich.
- vii. Roll Call was required:

M. Minnich, Aye
J. Hinkley, Aye
K. Neigebauer (absent arrived after the vote was called)
S. Purrington, Aye
M. Neblock, Aye
J. Wafle, Aye

Motion passed

- b. 2014-2015 Budget Resolution 15-02: A motion to accept FY 2015-2016 Budget General Appropriations Acts Resolution 15-02 was made by M. Minnich and supported by J. Hinkley. A Roll Call was performed as follows:

M. Minnich, Aye
J. Hinkley, Aye
K. Neigebauer (absent arrived after the vote was called)
S. Purrington, Aye
M. Neblock, Aye
J. Wafle, Aye

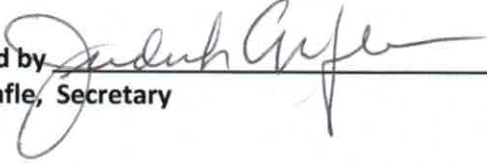
Motion passed

- c. Budget Amendments: Motion to approved budget amendments as presented made by J. Hinkley and supported by S. Purrington
- d. PNC Bank Account for Health Care Reimbursement Account Motion to transfer the budgeted amount of \$5,500.00 for the Flexible Spending Account from the Library General Fund into the new HRA PNC Bank Account was made by J. Wafle and Supported by M. Minnich. Vocal vote made and passed.
- e. Staff Wellness Bonus: A Motion was made by J. Minnich that all employees be given a \$500 Wellness incentive at the first pay period of the fiscal year supported by S. Purrington. All in Favor Aye none apposed.

XI. Comments from the Board: None

XII. Adjournment: Meeting Adjourned at 8:23 P. M.

XIII. Future Meeting: July 28, 2015

Submitted by 
Judith Wafle, Secretary

Correction to the originally issued minutes is indicated as follows:

Wording removed is ~~stricken through~~:

Wording added is underlined